

Memorandum



Date: May 7, 2024

To: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

From: Daniella Levine Cava
Mayor

A handwritten signature in blue ink that reads "Daniella Levine Cava".

Agenda Item No. 8(P)(4)

Resolution No. R-402-24

Subject: Request for Additional Expenditure Authority for Forensic Odontology Services

Summary

This contract offers the Medical Examiner Department (ME) with the expertise necessary to carry out its mission to provide accurate and professional death investigation services to its residents and education, consultation, and research for local and national medical and law enforcement communities. ME is requesting additional expenditure authority and approval to adjust contract rates under this contract for the provision of Forensic Odontology Services. Through this contract, Dr. Richard R. Souviron provides evaluation of dental records and bite-marks to aid in the identification of human remains and criminal suspects; assists in determining causes of death; acts as an expert witness to provide testimony; maintains files; and conducts departmental educational programs. Dr. Souviron is one of the most recognized authorities in forensic dentistry in the United States and has served as Miami-Dade County's forensic odontologist for over 49 years. The adjusted rates, if approved, will be effective December 1, 2023. The additional expenditure authority is for the current and the next option to renew terms.

Recommendation

It is recommended that the Board of County Commissioners (Board) approve Supplemental Agreement No. 1 and authorize additional expenditure authority to *Contract No. BW9162-2/25, Forensic Odontology Services*, for the ME. The department is requesting \$52,241 in additional expenditure authority to continue receiving the necessary services and authorization for a rate adjustment for the two, one-year renewals.

The Board approved the award of this bid waiver contract on August 31, 2020, for a three-year term with two, one-year options to renew under Resolution No. R-846-20. The contract became effective on December 1, 2020, and is currently in the first renewal period. The ME uses this contract to purchase specialized forensic odontology services to aid in investigating crimes involving bite marks or requiring identification of unknown persons through dental examination.

The contract was awarded with a firm and fixed monthly rate for the duration of the contract, including renewals. The reason for the monthly rate adjustment is to provide the vendor with an increase due to higher rates for professional services in forensic odontology and an increase in the number of cases requiring identification through odontology services. The current monthly rate was negotiated based on Dr. Souviron's rates under the prior contract. Based on the Consumer Price Index (CPI), the increase from December 2020 to October 2023 would have been 33 percent. Staff has negotiated a 22 percent increase for the current year and an additional not-to-exceed 3 percent increase based on the CPI for the next one-year renewal.

Scope

The impact of this item is countywide in nature.

Delegated Authority

The County Mayor or the County Mayor's designee will have the authority to execute the Supplemental Agreement and exercise all provisions therein.

Fiscal Impact/Funding Source

The contract term, inclusive of both renewal terms expires on November 30, 2025, and has an existing cumulative allocation of \$539,300. If this request is approved, the contract will have a modified cumulative allocation of \$591,541. The requested increase in expenditure authority is based on a monthly rate increase from \$8,988.30 to \$11,000 for the first one-year renewal and an increase in the number of cases. The rate adjustment for the final one-year renewal shall not exceed three percent.

Department	Existing Cumulative Allocation	Additional Allocation Requested	Modified Cumulative Allocation	Funding Source	Contract Manager
Medical Examiner	\$539,300	\$52,241	\$591,541	General Fund	Aylin Concepcion

Track Record/Monitor

Pearl Bethel of the Strategic Procurement Department (SPD) is the Procurement Contracting Manager.

Awarded Vendor

Vendor	Principal Address	Local Address	Principal
Richard R. Souviron, D.D.S., P.A.	336 Alhambra Circle Coral Gables, FL	Same	Richard R. Souviron

Due Diligence

Pursuant to Resolution No. R-187-12, due diligence was conducted in accordance with SPD's Procurement Guidelines to determine contractor responsibility, including verifying corporate status and review of performance and compliance issues through various vendor responsibility lists and a keyword internet search. The lists referenced include convicted vendors, debarred vendors, delinquent contractors, suspended vendors, and federal excluded parties. There were no adverse findings relating to contractor responsibility.

Applicability of Ordinances and Contract Measures

- The two percent User Access Program applies.
- Small Business Enterprise measures and Local Preference do not apply.
- The Living Wage Ordinance does not apply.



JD Patterson
Chief of Preparedness and Forensics



MEMORANDUM

(Revised)

TO: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

DATE: May 7, 2024

FROM: 
Gen Bonzon-Keenan
County Attorney

SUBJECT: Agenda Item No. 8(P)(4)

Please note any items checked.

- ☐ "3-Day Rule" for committees applicable if raised
- ☐ 6 weeks required between first reading and public hearing
- ☐ 4 weeks notification to municipal officials required prior to public hearing
- ☐ Decreases revenues or increases expenditures without balancing budget
- ☐ Budget required
- ☐ Statement of fiscal impact required
- ☐ Statement of social equity required
- ☐ Ordinance creating a new board requires detailed County Mayor's report for public hearing
- ☐ No committee review
- ☐ Applicable legislation requires more than a majority vote (i.e., 2/3's present ____, 2/3 membership ____, 3/5's ____, unanimous ____, CDMP 7 vote requirement per 2-116.1(3)(h) or (4)(c) ____, CDMP 2/3 vote requirement per 2-116.1(3)(h) or (4)(c) ____, or CDMP 9 vote requirement per 2-116.1(4)(c)(2) ____ to approve
- ☒ Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved _____ Mayor
Veto _____
Override _____

Agenda Item No. 8(P)(4)
5-7-24

RESOLUTION NO. R-402-24

RESOLUTION AUTHORIZING ADDITIONAL EXPENDITURE AUTHORITY IN AN AMOUNT UP TO \$52,241.00 FOR A TOTAL MODIFIED CONTRACT AMOUNT OF \$591,541.00 FOR CONTRACT NO. BW9162-2/25 FOR THE PURCHASE OF FORENSIC ODONTOLOGY SERVICES FOR THE MEDICAL EXAMINER DEPARTMENT; APPROVING SUPPLEMENTAL AGREEMENT NO. 1 TO INCREASE CONTRACT RATES FOR THE TWO, ONE-YEAR RENEWAL TERMS; AND AUTHORIZING THE COUNTY MAYOR OR COUNTY MAYOR'S DESIGNEE TO EXECUTE SAME AND EXERCISE ALL PROVISIONS CONTAINED THEREIN

WHEREAS, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that:

Section 1. This Board finds it is in the best interest of Miami-Dade County to authorize additional expenditure authority in an amount up to \$52,241.00 for a total modified contract amount of \$591,541.00 and approve Supplemental Agreement No. 1 for Contract No. BW9162-2/25 for Forensic Odontology Services for the Medical Examiner, in substantially the form attached hereto and made a part hereof, to increase contract rates for the two, one-year renewal terms.

Section 2. This Board authorizes the County Mayor or County Mayor's designee to execute the supplemental agreement and exercise all provisions contained therein. A copy of the original contract is available upon request from the Strategic Procurement Department.

The foregoing resolution was offered by Commissioner **Danielle Cohen Higgins**, who moved its adoption. The motion was seconded by Commissioner **Anthony Rodriguez** and upon being put to a vote, the vote was as follows:

MDC004

Oliver G. Gilbert, III, Chairman	aye		
Anthony Rodríguez, Vice Chairman	aye		
Marleine Bastien	aye	Juan Carlos Bermudez	aye
Kevin Marino Cabrera	aye	Sen. René García	aye
Roberto J. Gonzalez	aye	Keon Hardemon	aye
Danielle Cohen Higgins	aye	Eileen Higgins	aye
Kionne L. McGhee	aye	Raquel A. Regalado	aye
Micky Steinberg	aye		

The Chairperson thereupon declared the resolution duly passed and adopted this 7th day of May, 2024. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this Resolution and the filing of this approval with the Clerk of the Board.



MIAMI-DADE COUNTY, FLORIDA
BY ITS BOARD OF
COUNTY COMMISSIONERS

JUAN FERNANDEZ-BARQUIN, CLERK

By: Basia Pruna
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

mjs

Melanie J. Spencer

SUPPLEMENTAL AGREEMENT NO. 1

Contract Number: **BW9162-2/25**

Contract Title: **Forensic Odontology Services**

Contractor: **Dr. Richard R. Souviron, D.D.S.
336 Alhambra Circle
Coral Gables, FL 33134**

In accordance with Article 7, Payment for Services/Amount Obligated of the above referenced Contract, this Supplemental Agreement, when properly executed, shall become part of the Contract, and shall be effective December 1, 2023.

Replace Appendix B, Payment Schedule with the attached Appendix B (Revised) to revise the monthly rate and add an annual adjustment for the second option to renew.

All other terms, covenants and conditions of the original Contract shall remain in full force and effect.

**Appendix B-1 (Revised)
Price Schedule**

Rates:

The Contractor's monthly rate for providing the services as stated in Appendix A Scope of Services:

Type of Service	Current Rate	Revised Rate Effective December 1, 2023
Specialized Forensic Odontology	\$ 8,988.30/per month	\$11,000.00/per month

Notes:

1. Annual adjustment will be allowed effective December 01, 2024 for the subsequent twelve-month period based on the Consumer Price Index (CPI) published by the U.S. Department of Labor, Bureau of Labor Statistics for all Urban Consumers, Other Personal Services, Miami-Fort Lauderdale FI area. The rate adjustment shall not exceed 3% of the current service rate.
2. All out-of-pocket expenses, including Contractor's travel, per diem and miscellaneous costs and fees, shall be included in the Contractor's price, as they will not be reimbursed separately by the County, unless the Contractor is required by the County to travel outside of Tri-County area.
3. Miami-Dade County is exempt from all taxes (Federal, State, and Local). Tax Exemption Certificate furnished upon request.

IN WITNESS WHEREOF, the parties have executed this Supplemental Agreement No. 1 to County Contract No. BW9162-2/25 for Forensic Odontology Services.

Contractor

Miami-Dade County

By: Richard Sourdon DDS

By: _____

Name: Richard Sourdon

Name: Daniella Levine Cava

Title: Forensic Odontologist

Title: Mayor

Date: 10/27/23

Date: _____

Attest: Sue KOGAN
Corporate Secretary/Notary

Attest: _____

Juan Fernandez-Barquin
Clerk of the Court and Comptroller

Corporate Seal/Notary

Approved as to form
and legal sufficiency

[Signature]
Assistant County Attorney

